



MEMORANDUM

Council Agenda
Item No. IX. D
9/10/2024

The City of OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

1. Reassignment of pricing agreement, from 4 Color Press, Inc. (R24-233049) to AC Printing, Inc.; and Renewal No. 2 of pricing agreements, AC Printing, Inc. (COKC00773), Paragon Press, Inc. (R24-C233050), ProServ Business Products (R24-C233051) and Southwestern Stationery and Bank Supply (R24-C223052), printing services, estimated cost \$100,000, September 11, 2024 through September 10, 2025; and
2. Resolution authorizing the open market purchase of related items and services not available on a pricing agreement (OM24-C223053), estimated cost \$50,000, September 11, 2024 through September 10, 2025.

Background:

These pricing agreements were originally awarded on August 30, 2022 (Item No. IX.D.1&2) for the period ended September 10, 2023. The agreements were renewed August 29, 2023 (Item No. IX.D 1&2) for the period ending September 10, 2024. This is the second renewal for these agreements.

The pricing agreements meet the City's policy on renewal of contracts for goods and services. Staff notified the vendors that the City wishes to renew the pricing agreements under the same terms and conditions as previously awarded. Letters agreeing to the renewals have been received from the vendors.

On August 9, 2024, staff was notified that 4 Color Press, Inc. was acquired by AC Printing, Inc. effective September 5, 2023. Staff is of the opinion that it will be advantageous for the City to assign pricing agreement R24-C223049 to AC Printing, Inc. (COKC00773). A letter has been received from AC Printing, Inc. agreeing to honor the same terms and conditions as originally awarded.

The estimated cost for these pricing agreements is based on previous expenditures for this commodity. There is no obligation to purchase from these agreements. All purchases are subject to future appropriations and the availability of funds.

Staff also requests Council authorization for the open market purchase of printing services and related items not available on a pricing agreement, estimated cost \$50,000, September 11, 2024, through September 10, 2025. Purchases made with this authority will comply with the City's open market purchasing policies.

Pricing Agreements:

(COKC00773)

AC Printing, Inc.

All Items as bid.

(R24-C223050)

Paragon Press, Inc.

All Items as bid.

(R24-C233051)

ProServ Business Products

All items as bid.

(R24-C233052)

Southwestern Stationery & Bank Supply, Inc.

All items as bid.

Estimated Cost:

Pricing Agreement \$100,000

Open Market 50,000

\$150,000

Source of Funds:

Various funds and accounts

Review:

Finance Department

Recommendation: Assignment be approved, Agreements be renewed and Resolution be adopted and.